

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Building Maintenance and Utilities Div. DATE: 31 May 1951  
 FROM : Chief, Telephone Branch  
 SUBJECT: Telephone Branch Monthly Report

1. Noted hereon are charges for services rendered by The Chesapeake and Potomac Telephone Companies and The American Telephone and Telegraph Company for the month of March 1951.

25X1A	Telephone Service Bill	\$15,049.87
	Long Distance Bills	4,110.90
		833.41
	T.T. Channels, L.L.'s, P.L.'s and TWX	3,941.00
	Miscellaneous	169.44
		\$24,104.62

2. The following additional information is submitted for the month of March 1951:

- a. Total number and cost of outside local calls placed over switchboard, \_\_\_\_\_  
No. of calls - 97,313 Cost - \$3,407.96
- b. Non-recurring installation charges for station equipment --- \$1,612.50
- c. Recurring rental of new station equipment less value of station equipment disconnected - increase \$289.35
- d. Non-recurring move or relocation charges for station equipment already in use --- \$490.50

25X1

3. Also, listed below are estimated amounts for services to be rendered during the month of June 1951.

25X1A	Telephone Service Bill	\$15,500.00
	Long Distance Bills	5,000.00
		1,200.00
	T.T. Channels, L.L.'s, P.L.'s and TWX	4,500.00
	Miscellaneous	300.00
		\$26,500.00

25X1A

4. A total of 93 requisitions for services were processed by this Branch during the month of May, 1951. These included requests for moves, changes of equipment, additional equipment, termination of equipment, etc. There are 91 unused branch lines available for \_\_\_\_\_